

**COUNCIL MEETING**

**DATE:** December 8, 2015

**TIME STARTED:** 7:00 p.m.

**TIME ENDED:** 8:00 p.m.

**MEMBERS PRESENT:** Mayor Lois Gilles, Ross Nachreiner, Cindy Fahey, Jenny Hazelton

**MEMBERS ABSENT:** Josh Bunkers

Staff members present: Clerk Treasurer Administrator Marcia Seibert-Volz, Eric Nelson, Supt. St. & Utilities, City Attorney Aaron Walton.

Meeting was called to order by Mayor Lois Gilles...

**APPROVAL OF THE AGENDA:** Motion by Ross Nachreiner, second by Cindy Fahey to approve the agenda. Motion carried unanimously.

**UNFINISHED BUSINESS:** Snow Plowing Policy was discussed. It was determined the snow plowing policy presented should be amended to remove residential alleys from the policy. (2. C # 2 residential alleys) Motion by Jenny Hazelton, second by Cindy Fahey to approve the snow plowing policy with the amendment. Motion carried.

**PUBLIC HEARING:** The Mayor opened the Truth In Taxation public hearing for 2015 levy. Bernadette Boyum was present to address the council on the levy amount. She felt the taxes are too high. Ralph Schefus was present on the commercial property assessment. Both were informed that the Board of Review in April is the time to address the assessed value. Motion by Cindy Fahey, second by Ross Nachreiner to close the Public Hearing. Motion carried.

**BID & QUOTES:** The following bids were presented by the Buildings committee and recommended to approve the contracts from the lowest responsible bidders. Motion was made by Cindy Fahey, second by Jenny Hazelton to approve the lowest bid contractor on each bid. Motion carried.

**Flooring:**

|                              |              |               |              |
|------------------------------|--------------|---------------|--------------|
| Bergmann Interiors           | \$ 33,871.66 | Design Center | \$ 48,593.10 |
| Gypsum concrete underlayment |              |               |              |
| KMAC                         | \$ 5,375.00  |               |              |

**Plumbing & Heating:**

|             |              |                        |              |
|-------------|--------------|------------------------|--------------|
| Isakson-Gag | \$ 65,300.00 | Kiecker Plumbing & Htg | \$ 95,995.75 |
|-------------|--------------|------------------------|--------------|

**Window & front entry door:**

|             |              |               |              |
|-------------|--------------|---------------|--------------|
| Total Glass | \$ 22,643.07 | New Ulm Glass | \$ 28,962.00 |
|-------------|--------------|---------------|--------------|

**Electrical:**

|                |              |                    |              |
|----------------|--------------|--------------------|--------------|
| Kelly Albrecht | \$ 63,980.00 | Community Electric | \$ 64,890.00 |
|----------------|--------------|--------------------|--------------|

**Materials Contract**

|          |              |                     |              |
|----------|--------------|---------------------|--------------|
| 4 Square | \$ 26,702.00 | Country Wide Lumber | \$ 28,281.20 |
|----------|--------------|---------------------|--------------|

**Labor Contract**

|              |              |                 |              |
|--------------|--------------|-----------------|--------------|
| Volz & Frank | \$ 39,898.00 | 4 Square Lumber | \$ 43,932.00 |
|--------------|--------------|-----------------|--------------|

**Asbestos Removal**

|           |              |      |              |
|-----------|--------------|------|--------------|
| Quadstate | \$ 16,726.00 | MAAC | \$ 30,100.00 |
|-----------|--------------|------|--------------|

**PRESENTATIONS:** none

**CONSENT AGENDA:** Motion by Ross Nachreiner, second by Cindy Fahey to approve consent agenda. Motion carried.

- Approval of the minutes dated November 10, 2015.
- Claims for payment:

|                            |   |           |
|----------------------------|---|-----------|
| A&B Business Equipment     | COPIER MAINT CONTRACT                   | 59.68     |
| Aflac                      | E Fahey premium                         | 10.50     |
| Alex Air Apparatus Inc     | REPAIRS - FIRE DEPT                     | 628.81    |
| American Engineering Test  | SOIL TESTING CITY OFFICE                | 3,809.90  |
| Ameripride Linen Services  | LAUNDRY - BAR                           | 235.68    |
| Arctic Glacier USA Inc     | ICE                                     | 135.57    |
| Arneson Distributing Inc   | BEER                                    | 812.77    |
| Arnold's of Glencoe        | SNOW BLOWER REPAIR                      | 112.19    |
| BNG Technologies LLC       | SOFTWARE SUPPORT                        | 200.00    |
| Bellboy Corporation        | LIQUOR                                  | 2,208.80  |
| Bernicks Pepsi Cola        | ICE MACHINE RENT & POP                  | 853.08    |
| Bernie Wenner              | BUILDING INSPECTOR                      | 559.87    |
| Bolton & Menk              | CRACK FILL/SEAL COAT 2015               | 367.00    |
| Border States              | grader shed lighting                    | 191.48    |
| Bound Tree Medical, LLC    | AMBULANCE SUPPLIES                      | 614.48    |
| C & N Sales                | ATM- BAR                                | 485.49    |
| Capital One, F.S.B.        | Water Training expense                  | 272.72    |
| CenturyLink                | TELEPHONE                               | 1,286.57  |
| Chip Steak & Provision Com | SUPPLIES FOR RESALE                     | 443.10    |
| City of Fairfax            | petty cash reimbursement                | 9,197.56  |
| Clobes Sanitation          | GARBAGE CONTRACT                        | 3,493.98  |
| Country Enterprises Inc    | FREIGHT                                 | 138.93    |
| Data Flow                  | TAX FORMS                               | 119.58    |
| Dave Berg Consulting LLC   | CONSULTING-HEARTLAND AGREEMENT          | 1,500.00  |
| Dave's Full Service        | GAS                                     | 203.55    |
| Delta Dental               | Dental Premium                          | 15.16     |
| Department of Energy-WAPA  | POWER PURCHASED                         | 24,391.26 |
| Display Sales              | CHRISTMAS LIGHTS                        | 63.00     |
| Early Bird Bakery          | SUPPLIES FOR RESALE                     | 228.01    |
| Ecolab Pest Elimination    | PEST CONTROL                            | 157.11    |
| Fairfax Postmaster         | POSTAGE - UTILITY BILLS                 | 591.55    |
| Farm Merchantile Inc.      | SUPPLIES                                | 1,951.16  |
| First Systems Technology I | REPAIR FLOW METERS WATER PLANT          | 2,161.90  |
| Frandsen Bank & Trust      | BANK DEPOSIT SLIPS                      | 90.58     |
| Frontier Bar               | SUPPLIES - BAR                          | 211.25    |
| G&K Services               | UNIFORM CONTRACT                        | 878.28    |
| General Code Publishers    | ANNUAL MAINTENANCE FEE                  | 1,195.00  |
| Gopher State One Call      | LOCATES                                 | 114.65    |
| Groebner & Associates      | INSTRUMENT FOR WEBER METER              | 2,004.78  |
| Harry's Frozen Food        | SUPPLIES FOR RESALE                     | 272.00    |
| Hawkins Water Treatment    | CHEMICALS                               | 2,384.02  |
| Heggies Pizza              | SUPPLIES FOR RESALE                     | 441.65    |
| Hermel Wholesale           | SUPPLIES                                | 1,164.51  |
| Indian Island Winery       | WINE                                    | 335.52    |
| Johnson Bros. Wholesale    | WINE                                    | 5,704.61  |
| Jonny Bird                 | DUELING PIANOS - BAR                    | 1,000.00  |
| KEEPRS Inc/Cy's Uniforms   | PD UNIFORMS                             | 97.55     |
| Kandyohi-Renville Communi  | licenses                                | 1,055.00  |
| Kiecker Plumbing & Heating | BLOW OUT SPRINKLERS - BALLPARK          | 210.00    |
| L.M.C.I.T.                 | DEDUCTIBLE - ERIC FAHEY                 | 32.00     |
| Locher Bros. Inc.          | BEER                                    | 7,061.10  |
| MN Department of Revenue   | NOV SALES TAX                           | 9,050.00  |
| MN Dept. of Health         | Class C license - Joel Grejtak          | 901.00    |
| MN Rural Water Assn.       | 2016 MEMBERSHIP FEES                    | 250.00    |
| MN Valley Testing Lab.     | WATER TESTING                           | 25.50     |
| Marcia Seibert-Volz        | MEETING EXPENSE                         | 22.00     |
| Maynard's of Fairfax       | SUPPLIES FOR RESALE                     | 1,038.82  |
| Mediacom                   | CABLE TV & INTERNET - BAR               | 414.38    |
| Mercury Payment Solutions  | CREDIT CARD FEES - BAR                  | 710.38    |
| Midwest Machinery Co       | MOWER BELT                              | 91.66     |
| Mikes Auto Parts           | MAINT SUPPLIES                          | 500.25    |
| Minnesota Fire Service Cer | RETEST - FIRE DEPT                      | 225.00    |
| Minnesota South Central In | 2016 MSCIC Winter Law Enforce           | 150.00    |
| National Creative Enterpri | AMBULANCE DEFIB MOUNT                   | 439.21    |
| New Ulm Public Utilities   | Purchase Natural gas & install services | 84,717.57 |
| Nicole Jaus                | 2015 CIP REBATE - CENTRAL AIR           | 100.00    |
| North Ambulance            | INTERCEPT 11-11-15                      | 675.00    |
| North Memorial EMS Educati | AMB/FD TRAINING                         | 1,100.00  |
| Northern Lights Dist.      | SUPPLIES FOR RESALE                     | 2,153.50  |
| OPG-3 Inc                  | ANNUAL LASERFICHE SUPPORT               | 774.00    |
| Omega Rail Management Inc  | ANN. UTILITY LICENSE FEES - RR          | 4,800.00  |

|                            |                               |           |
|----------------------------|-------------------------------|-----------|
| Phillips Wine & Spirits    | WINE                          | 73.78     |
| Pitney Bowes Inc.          | POSTAGE                       | 520.99    |
| Quad State Asbestos Remova | Assebstos Removal-Auditorium  | 16,726.00 |
| RVS Shredding              | SHREDDING SERVICE             | 30.00     |
| Red Feather                | SUPPLIES - BAR                | 72.40     |
| Renville Co. Recorder      | HUNNICUTT ASSESSMENT DEFERRAL | 46.00     |
| Renville County            | LANDFILL FEES                 | 3,597.50  |
| Revtrak Inc                | NOV REVTRAK FEES              | 1,229.98  |
| Rodger Morgan, Jr          | 2015 CIP REBATE               | 80.00     |
| SW/WC Service Cooperatives | MEDICAL INS                   | 421.00    |
| Select Account -VEBA       | VEBA                          | 200.00    |
| Sherwin Williams           | CROSSWALK PAINT               | 277.20    |
| Standard-Gazette & Messeng | ADVERTISING - BAR             | 394.00    |
| Sun Life                   | Disability premium            | 15.71     |
| Tapper's Beer Line Servic  | CLEAN BEER TAPS               | 52.00     |
| The Retrofit Companies Inc | BULB RECYCLING                | 266.98    |
| Tow Distributing Corp.     | BEER                          | 3,440.27  |
| Tyler Business Forms       | TAX FORMS                     | 26.69     |
| Tyler Technologies         | SOFTWARE SUPPORT CONTRACT     | 5,017.32  |
| USable Life                | life insurance premium        | 20.80     |
| Verizon Wireless           | TELEPHONE                     | 349.87    |
| Viking Coca-Cola Bo. Co.   | POP                           | 219.75    |
| Vinocopia Inc              | WINE                          | 803.25    |
| WBM Wine & Spirits Inc.    | LIQUOR                        | 2,370.50  |
| Weis Oil                   | FED DIESEL TAX CREDIT         | 1,842.24  |
| Younger & Walton PLLC      | ATTORNEY FEES                 | 2,200.00  |
| Payroll Expense            |                               | 85,887.35 |

**New Ulm Public Utilities Contract update:** Information is being reviewed and no determination from New Ulm has been received.

**Heartland & Fairfax Transportation Agreement.** Discussion has taken place with Heartland and a draft of the Transportation Agreement has been sent to Heartland. Heartland has not responded to contract to date.

**Personnel Committee:** The Personnel Committee recommends for Full Time employees a 2% COLA and pay step increases for employees with good evaluations and based on a recommendation from Supervisor. Part time (ambulance, pool, election judges, park maint. Liquor) employees a 25 cent increase per hour. Police committee voiced concerns on part time wage and requested police officers receive \$ 18.00 per hour. Motion by Ross Nachreiner, second by Cindy Fahey to approve the recommendations made. Motion carried.

**Resolution # 2015-24.** Motion by Ross Nachreiner, second by Cindy Fahey to adopt Resolution 2015-24. Motion carried.

**RESOLUTION # 2015-24  
RESOLUTION APPROVING THE 2016 BUDGET FOR THE CITY OF FAIRFAX.**

**BE IT RESOLVED**, by the City Council of the City of Fairfax, County of Renville, State of Minnesota, that the 2016 budget presented and on file in the Clerk Treas. Administrator's office be approved and the levy be certified to the County Auditor.

**Resolution 2015-23:** Motion by Cindy Fahey, second by Jenny Hazelton to adopt Resolution 2015-23. Motion carried.

**RESOLUTION #2015-23  
RESOLUTION APPROVING THE 2015 LEVY, COLLECTIBLE IN 2016.**

**BE IT RESOLVED**, by the City Council of the City of Fairfax, County of Renville, State of Minnesota, that the following sums of money be levied for current year, collectible in 2016, upon the taxable property in the City of Fairfax for the following purpose:

|                                       |           |                         |
|---------------------------------------|-----------|-------------------------|
| <b>Amount levied for General Fund</b> | <b>\$</b> | <b>409,518.00</b>       |
| <b>Amount levied for Debt Service</b> |           | <b><u>79,548.00</u></b> |
| <b>TOTAL</b>                          | <b>\$</b> | <b>489,066.00</b>       |

**Chapter 190:** First reading of amendment to Chapter 190-8 Residential garbage collection

B. The contractor shall pick up garbage placed in plastic bags (not to exceed a capacity of 39 gallons). Empty boxes will be picked up. There will be a limit of two bags the contractor will pick up on each day of service. If additional bags exceeding the two bag limitation need to be put out for pick up, the bags will require tags attached that can be purchased at the City office.

**Staff reports:**

**City Administrator, Marcia Seibert-Volz**

Fire Department requested the wages remain the same as last year \$ 7.00

Recycling is changing starting January 2016. The containers were distributed and recycling no longer has to be sorted. The date will change to every other Thursday starting with January 7, 2016.

**Supt. of Street & Utilities Eric Nelson:** Supt. gave update on the following:

- Bolton & Menk will start surveying for 2016 Street project. Segment 5a & 5b.
- Advertise old tables and chairs for sale. General consensus of the council was to advertise chairs & tables for sale on a certain day and time. TBD.
- CMMPA is investigating a solar energy project for their members.
- EPA – emissions on generators. Generators can run no more than 15 hours per year.
- Christmas lights are up on T.H. 19. (Positive comments)

**Liquor Store Manager:** Manager stated it was a good November and is hoping December will be a good month, too.

**Police Chief, Scott Froelich:** Chief reported the department responded to less calls in November. Police Committee is drafting an Ordinance in regard to limitation of vehicles in yards.

**Committee Reports:** Reviewed minutes from the following meeting

Personnel Committee 11-16-15

Liquor Committee 12-2-15

Buildings Committee 12-2-15

**Correspondence:** Recycling information  
Henderson letter/proposal

**Council concerns:** Councilman questioned whether the Social Media Policy acknowledgement has been signed by all employees. Marcia will make sure all personnel files have the signed acknowledgement in them.

**Adjournment:** Motion by Cindy Fahey, second by Jenny Hazelton to adjourn at 8:00 p.m. Motion carried unanimously.

\_\_\_\_\_  
Mayor Lois Gilles

ATTEST: \_\_\_\_\_  
Marcia Seibert-Volz, City Administrator